

MONTHLY NOTES
OF THE
Library Association
of the United Kingdom.

THE following notice as to the Annual Meeting has been issued by the Council:—

21st July, 1880.

DEAR SIR,

The Third Annual Meeting of our Association will be held at Edinburgh, in the Rooms of the Royal Society, on Tuesday, Wednesday, and Thursday, the 5th, 6th, and 7th of October. The Libraries of Scotland will naturally engage our particular notice; and it is proposed to devote special attention to the subjects of Classification and Binding. The Council will be glad to receive offers of papers at once; and also to learn if you propose to attend. Further arrangements will be duly announced.

Yours faithfully, ERNEST C. THOMAS, *Secretary*,
2, South Square, Gray's Inn, London, W.C.

N.B.—The Committees (of the whole Association) on special subjects will meet on Friday next, and on the first and third Fridays of August, at 7 p.m., at the London Institution, to consider their Reports.

Members who intend to be present at the meeting at Edinburgh are requested to inform the Secretary by letter or post-card as soon as possible. The information will greatly assist the Officers in London, as well as the Local Committee, in making arrangements for the meeting.

Nominations for the Council, and notices of motion for the Annual Meeting, must be sent to the Secretary before the 5th September, in accordance with the constitution.

The Council cannot undertake to consider any paper unless it is received by the 15th September.

The Treasurer requests that those members who have not paid their subscriptions for the present year will do so at once, that the amount may be duly entered in the forthcoming balance-sheet, which will be made up to the 10th September.

Post Office Orders to be made payable to Mr. R. HARRISON, of the London Library, at the St. James's Street Post Office, S.W.

The preparations for our meeting at Edinburgh are steadily proceeding, and there is every reason to expect a fair representation of our members. Papers are expected on "The Early History of Printing in Scotland;" "The Origin and Growth of the several Libraries in Edinburgh;" "Some of the Causes of the Rarity of Rare Books;" "Buckram: A Palinode."

The Local Committee have issued the following circular:—

Library Association of the United Kingdom.

EDINBURGH MEETING, 1880.

SIR,—We beg to inform you that the THIRD ANNUAL MEETING of the LIBRARY ASSOCIATION OF THE UNITED KINGDOM will be held in Edinburgh, on *Tuesday, Wednesday, and Thursday, the 5th, 6th, and 7th of October, 1880.*

The main object of the Association is to unite all persons engaged or interested in Library work, for the purpose of promoting the best possible administration of existing Libraries, the formation of new Libraries, and the spread of information tending to further those objects, and for the encouragement of Bibliographical Research.

The Meetings of the Association will be held in the ROYAL SOCIETY'S ROOMS, ROYAL INSTITUTION, and special visits will be arranged to various Libraries and other Institutions.

Subscribers of 10s. 6d. or upwards will be admitted as Members of the Association for the current year, with full privileges, including the right to the printed Report of the Proceedings.

Subscribers of 5s. will be admitted as Associates for the Meeting, with the right to attend the Meetings; but they shall not be entitled to receive the Printed Report, be Members of any Committee, or hold any office.

The Local Committee appointed to make arrangements for the forthcoming Meeting invite you to contribute to the Fund for the necessary expenses, to meet which it is estimated that a sum of at least £160 will be required.

The Subscriptions may be sent to the Treasurer, W. TRAQUAIR DICKSON, Esq., W.S., 4, Hill Street, Edinburgh.

We have the honour to remain your obedient Servants,

THOS. G. LAW, *Signet Library*, }
WM. BLACK, *S.S.C. Library*, } *Secretaries.*

AUGUST MEETING.

In accordance with the notice given above, the Monthly Meeting for August was not held, and the Committees of the whole Association met to consider their reports.

COMMITTEE ON TITLE-ENTRIES.

The following Report has been presented to the Council by the Special Committee (of the whole Association), and is now printed for the information of members. It will be formally presented to the Association for acceptance at the Edinburgh Meeting.

REPORT.

The Committee on this subject have carried out the instructions given to them by the Association at Manchester. They have held many meetings during the past year, and have had the advantage of specially conferring with Mr. Bullen and Mr. Garnett of the British Museum. The rules for title-entries, as presented to the

Association last year, have been carefully reconsidered, and many additions have been made. They have dealt with the subject of size-notation, which was committed to them at Manchester, and hope that the solution they have suggested of this troublesome and complicated question may be found satisfactory. They recommend that the rules as now drafted shall be the

CATALOGUING RULES OF THE LIBRARY ASSOCIATION OF THE UNITED KINGDOM.

TITLE.

1. The title is to be an exact transcription from the title-page, Exact transcription neither amended, translated, nor in any way altered, except that script. mottoes, repetitions, and matter of any kind not essential are to be omitted. The punctuation of the title need not be strictly adhered to.

2. Where great accuracy is desirable, omissions are to be indicated by a group of three dots (. . .)

3. The titles of books especially valuable for antiquity or rarity, Full. may be given in full, with the exact punctuation.

4. In English, initial capitals are to be given to proper names of persons and personifications, places, bodies, noted events, and periods (each separate word not an article, conjunction, or preposition being capitalized in these cases); to adjectives and other words derived from proper names when they have a direct reference to the person, place, &c., from which they are derived; to the first word of every quoted title; to titles of honour, when standing instead of a proper name (*e.g.* Earl of Derby, but John Stanley, earl of Derby). Capitalization.

5. In foreign languages, capitalization is to follow the local usage.

6. In doubtful cases capitals are to be avoided.

VOLUMES, SIZE, PLACE, DATE, &c.

7. Other particulars are to be given after the title in the following order, those printed in italics being optional:—

(a.) The edition as specified on the title-page. Incunabula to be notified.

(b.) The number of volumes, if more than one.

(c.) *If there be only one volume, the number of pages to be indicated by giving the last number of each pagination, connecting the numbers by the sign +; the same sign added at the end indicating additional matter unpaginated other than advertisements.*

(d.) *The number of separate illustrations, maps or portraits.*

(e.) The size.

(f.) The place of publication, and the publisher's name.

(g.) The year as given on the title-page, but in arabic figures.

(h.) The year of actual publication if known to be different, in brackets.

LANGUAGE OF TITLE AND IMPRINT.

8. These title and imprint entries are to be as far as possible in the language of the title, corrections and additions being enclosed in square brackets.

CONTENTS AND NOTES.

9. Contents of volumes are to be given when expedient.

10. Notes explanatory or illustrative, or descriptive of bibliographical and other peculiarities, including imperfections, to be subjoined when necessary. Tables of contents and notes to be in smaller type.

HEADINGS.

- Books are to be entered—
- | | |
|--|---|
| Surnames. | 11. Under the surnames of authors when stated on the title-page or in any other part of the book, with the fore-name in brackets. |
| Initials. | 12. Under the initials of authors' names when these only are known, the last initial being put first. |
| Pseudonyms. | 13. Under the pseudonyms of the writers when the real names do not appear. |
| Editors. | 14. Under the names of editors of collections, with cross-references from the catch-titles of such collections; each separate item to be at the same time sufficiently catalogued under its own heading, as a cross-reference to the main entry. |
| Collections. | 15. Under the names of countries and cities, societies, or other bodies which are responsible for their publication. |
| Publishing' bodies. | 16. Under the first word, not an article, of the titles of periodicals. |
| Periodicals. | 17. Under the chief subject-word of the titles of anonymous books, and, where advisable, with a cross-reference under any other noticeable word. |
| Anonymous books. | 18. Commentaries with the text, and translations, are to be entered under the heading of the original work; but commentaries without the text under the name of the commentator. |
| Commentaries, Translations. | 19. The Bible, or any part of it in any language, is to be under the word Bible, the separate parts classed in the order of the authorized version, polyglots and original texts coming first, followed by English translations; the other versions in alphabet of languages. |
| Bible. | 20. Service and Prayer-books used by any Church or religious community are to be placed under the head of Liturgies, with a sub-head of the Church or religious community. |
| Liturgies. | 21. Books having more than one author or editor, are to be entered under the one first named in the title, with a cross-reference under each of the others. |
| Several authors. | 22. Names of translators, commentators, editors and preface writers, if they do not occur in the title-page, are to be added within square brackets, a cross-reference being made in each case. |
| Translators, Commentators, Editors, Preface Writers. | 23. The respondent or defender of an academical thesis is to be |
| Theses. | |

considered as the author, unless the work unequivocally appears to be the work of the press.

24. Reports of civil actions are to be entered under the name of the party to the suit which stands first on the title-page. Reports of criminal proceedings are to be entered under the name of the defendant. Admiralty proceedings relating to vessels are to be entered under the name of the vessel. Trials.

25. Catalogues are to be entered under the name of the institution, or owner of the collection, with a cross-reference to the compiler. Catalogues.

26. Noblemen are to be entered under the family name, a cross-reference under the title being made in every case. Noblemen.

27. Ecclesiastical dignitaries, unless popes or sovereign princes, under their surnames; the highest title to be added, with a cross-reference from the title employed in the book. Ecclesiastics.

28. All persons generally known by a fore-name are to be so entered, the English form being used in the case of sovereigns, popes, ruling princes, oriental writers, friars, and persons canonized. Sovereigns,
Popes,
Princes,
Orientals,
Friars, Saints.

29. Married women and other persons who have changed their names to be put under the last authorized form, unless they continue to be known in literature only under their original names. Married women.
Change of name.

30. In the heading of titles, the names of authors are to be given in full, and in their vernacular form; authors generally known under their Latin or Latinized names are to be entered under those names, the vernacular name being added after the first entry and a cross-reference being made. Names in full.
Latinized.

31. English and French surnames beginning with a prefix (except the French *de* and *d'*) are to be recorded under the prefix; in other languages under the word following. Prefixes.

32. English compound surnames are to be entered under the last part of the name; foreign ones under the first part; cross-references being given in all instances. Compound names.

33. When an author has been known by more than one name, references should be inserted from the name or names not used as headings to the one used. Several names.

34. A society is to be entered under the first word, not an article, of its corporate name, with references from any other name by which it is known, and from the name of the place where its head-quarters are established. Societies.

SIZE.

35. The following are to be the only denominations of size used:—La. f° ("large folio"), f° ("folio"), sm. f° ("small folio"), la. 4° ("large quarto"), 4° ("quarto"), sm. 4° ("small quarto"), la. 8° ("large octavo"), 8° ("octavo"), sm. 8° ("small octavo"), 12° ("duodecimo"), 18° ("decimo-octavo"), and m° ("minimo"), with the addition for unusual size of sq. ("square"), nar. ("narrow"), ob. ("oblong").

36. The following are to be the superior limits in height for each Measurements
of size.

size, the inferior limit of each size being the superior limit of the size below it :—

la.	f ^o	-	-	-	-	over	in.	18
	f ^o	-	-	-	-	below		18
sm.	f ^o	-	-	-	-			13
la.	8 ^o	-	-	-	-			11
	8 ^o	-	-	-	-			9
sm.	8 ^o	-	-	-	-			8
	12 ^o	-	-	-	-			8
	18 ^o	-	-	-	-	is		6
	m ^o	-	-	-	-	below		6

la.	4 ^o	-	-	-	-	below	in.	15
	4 ^o	-	-	-	-			11
sm.	4 ^o	-	-	-	-			8

The width of each of these three sizes being at least 4-5ths of its height.

Alteration of size.

37. Where the size of a book has been altered from one of the above sizes to another by cutting down or inlaying, the original size is to be given with the altered size added in square brackets.

MISCELLANEOUS.

Omissions.
Continuations.

38. The heading is not to be repeated ; a single indent or dash indicates the omission of the preceding heading or title. A dash following a number signifies continuation.

Arrangement.

39. Entries under the surname only are to precede fuller entries under the same name ; where the initials only of the pre-names are given, they are to precede full entries with the same initials. The prefixes M' and Mc are to be arranged as if written in full Mac.

40. The works of an author are to be arranged in the following order :—

- (a.) Collected works.
- (b.) Partial collections.
- (c.) Individual works.
- (d.) Translations in the same order, in alphabetical order of languages.

Biographies.

41. Cross-references are to be given from the subjects of biographies to their writers, and from the writers of books illustrating the lives or works of individuals, to the names of such persons.

Alphabetization.

42. The order of alphabetization is to be that of the English alphabet.

Composite headings.

43. In composite headings, the first word is alone to be considered.

Persons and places.

44. Names of persons are to precede similar names of places.

Transliteration.

45. Headings and titles in foreign characters may be transliterated.

ä, ö, ü.

46. The German æ, œ, and ue are always to be written ä, ö, ü, and arranged as a, o, u.

Figures.

47. Arabic figures are to be used rather than Roman ; but Roman figures may be used after the names of sovereigns, princes, and popes, and may be used to designate the number of a volume followed by a page number.

Authors of the same name.

48. Designations are to be added to distinguish writers of the same name from each other.

49. The languages in which a book is written are to be stated Language. when there are several, and the fact is not mentioned in the title-page.

LIBRARY NOTES.

The *Library Journal* for June announces that with this number, and until further notice, the periodical will be suspended as a separate publication, and its practical features merged in the *Publishers' Weekly*, commencing with the first number, July 3rd, of Vol. XVIII. of that periodical. The publisher is forced to this course by the inadequacy of the support of the *Journal*, which has made its publication almost a continuous loss from the beginning.

Arrangements have been made for the continuation in the *Publishers' Weekly* of the departments of Bibliography and of Pseudonyms and Anonyms, under their respective special editors; and it is intended to group these departments, the reports from the Library Associations, and the shorter articles of practical value, in the first issue of the *Publishers' Weekly* for each month, while the general notes and like matter will be continued in that periodical as "Library Notes" from issue to issue.

The *Publishers' Weekly* will accordingly be supplied to subscribers to the *Library Journal* to the end of 1880, and the difference in price will be made up by sending to all subscribers to the *Library Journal* a copy of the report of the Conference of 1880, which it is proposed to issue in a similar style to the *Library Journal*, so that it may be bound up as part of Vol. V. In a footnote, it is stated that another mode of adjusting is now under consideration. This is, to supply present subscribers, at the end of the year, with a reprint of the library matter in the *Publishers' Weekly*, similar in type with the *Journal*, thus with title and index virtually completing the volume.

The members of our Association must deeply regret the suspension of the *Library Journal* as a separate publication, and we must all hope that the expectations of the publisher, as regards the revival of the *Journal*, may be realized. From its foundation, in September, 1876, the *Library Journal* has done a good work for our profession, and the enterprise and public spirit of its conductors, Mr. Melvil Dewey and Mr. R. R. Bowker, deserve the highest praise.

Mr. A. COTGREAVE, of the Wednesbury Free Library, and the inventor of an Indicator which he described at the Meeting of our Association at Manchester, has been appointed Librarian of the new Public Library at Richmond.

Professor WILMANN, the head of the University Library of Göttingen, is now in England visiting our great libraries and

studying their arrangements, with the view of selecting the best system for the new Göttingen Library.

The Conference at Washington, of the American Library Association, will probably take place in December next.

NOTICES OF BOOKS.

Catalogue of Books and Papers relating to Electricity, Magnetism, the Electric Telegraph, &c., including the Ronalds Library. Compiled by Sir Francis Ronalds, F.R.S. With a Biographical Memoir of the Author. Edited by Alfred J. Frost, Librarian of the Society of Telegraph Engineers. London, E. and F. N. Spon, 1880. 8vo, pp. 564.

An author catalogue, comprising the titles of about 13,000 books and papers, including about 4,000 titles of books not in the library, and forming an extensive bibliography of Electricity and Magnetism. Books not in the library are denoted by a distinguishing mark, and brief notes of the date of birth and death of authors are appended wherever it has been possible. A memoir of Sir F. Ronalds has been prefixed by the editor.

Catalogue of the Library of the Pharmaceutical Society of Great Britain. Third edition. Compiled by John William Knapman, Librarian. Appended is the Catalogue of the Library of the North British Branch. London, printed for the Society, 1880. 8vo, pp. 445.

A dictionary catalogue of a library of about 7,000 volumes and pamphlets on pharmacy, materia medica and the accessory sciences, as botany, chemistry, physics, &c. Authors and subjects are arranged in one alphabet, and distinguished by difference in type. The number of pages in single volumes is carefully noted. Sizes of volumes are not noted.

The Free Libraries of Scotland. By an Assistant Librarian. Glasgow, John Smith and Son, 129, West George Street, 1880. 8vo, pp. 32.

An interesting sixpenny pamphlet, giving a short account of the progress of the Free Library movement in Scotland, with statistics and particulars as to each free library.

Aggravating Ladies: Being a List of Works Published under the Pseudonym of "A Lady." With Preliminary Suggestions on the Art of Describing Books Bibliographically. By Olphar Hamst. [*Pseud.*, i.e. Ralph Thomas.] London, B. Quaritch, 1880. 16mo, pp. 58.

Containing the titles of 151 works during the present century, under the pseudonym of "A Lady," preceded by short dissertations on the principal points in the description of books, and on the means of identifying the authors of anonymous publications.

London: TRÜBNER & CO., Ludgate Hill.

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post free, 3s. 6d.